

(May 9, 2016) Board Minutes

Steamboat Lake Water & Sanitation District Regular Board Meeting

5-9-16

At 5:00pm Kathleen moved that the Board go into executive session to receive legal advice and recommendations from counsel on the following:

1. Recommended procedure for processing of applications for exclusion from the District;
2. Recommended procedure for conducting the required public hearing, establishing the "record", making its decision;
3. Recommended documentation for Board to finalize its decision;
4. Recommended modifications to the Board's rules and regulations on exclusion of property; and
5. Steps needed to finalize recent board election process
6. Matters related to property transfer (real estate)

Jim F. seconds the motion, unanimous approval, motion carried, board is in executive session.

At 6:26pm Kathleen moved that the Board come out of executive session, from its discussion of those matters identified at the time the Board went into executive session. Jim H. seconds this motion, unanimous approval, motion carried, Board exits executive session and moves into regular meeting.

Meeting called to order at 6:27pm at the North Routt Fire Station #2 by

Jim Finegan

Members present:

- | | |
|-------------------|-------------------|
| 1. Bob Hulton | 2. Dave Entwistle |
| 3. Jim Finegan | 4. Jim Hillman |
| 5. Kathleen Titus | |

Members absent:

Others present:

- | | |
|-------------------|---------------|
| 1. Timothy Wright | 2. Lanny Mack |
| 3. Greg Murray | 4. |

Approval of Minutes from April 11, 2016

Jim F. motions to approve minutes as written, Jim H. seconds, unanimous approval, motion carried.

Open Issues:

1. Public Comments/questions – guests present inquire about the public hearing process and what they should do to prepare. They express a desire to move through the process swiftly and ask if in the form letter of notification that KT Law prepares the order of petitioner appearance be listed, ask Rich if each petitioner needs to appear. Also asked if form letters could be prepared in advance and emailed to petitioners prior to hearing if any necessary legal items need to be addressed. Jackie will follow up with Rich.
2. Petitions update – see above, this was covered immediately.
3. Other items per Rich – tabled until next session.
4. Maintenance items: Kathleen – list w/frequencies – create –
 - a. Water tank cleaning every 5 years – Inland Potable Services did last
 - b. Water hydrant flushing annually – Scott Smith
 - c. Storage tank RULE per Ron Dvorak – create, approve, implement as part of rules and regs? Scott Smith will do quarterly visual inspection; internal inspection every 5 years.
 - d. Sewer line video, cost to prepare and map – there is the opportunity to share this cost with Wolf von Carlowitz; Kathleen volunteers to follow up with Ron Dvorak about what he recommends as a priority to video in conjunction with Wolf project and will correspond with board members via email.
 - e. Bob – update; repairs are needed on Neptune and Jupiter, hydrant replacement. In conjunction with the video, Bob proposes the board have the existing VHS videos of water lines converted to a usable format. He also expressed the ability to video the lines on 129 would be easy. The lift station on Jupiter also needs a new capacitor, one of two pumps is working.
5. June regular meeting, need? If prior to public hearing when/where? An additional executive session is scheduled for next Tuesday, May 17th at 5pm at KT Law to continue the discussion of the items listed above. It will be decided at that point if a regular meeting is needed in June.
6. Jackie updates, sign holders, SDA follow up, Mutual aid agreement - Bob motions for Jackie to purchase 6 of the sign holders at \$9.95 each, Jim F seconds, unanimous approval, motion carried. SDA has not provided additional information regarding exclusions, Mutual aid agreement, email correspondence from Bob Struble was distributed and due to legal jargon, Jackie was asked to follow up with Rich for liability terminology explanation.
7. Water leak on Neptune home – regular agenda item through summer – policy? Jim H. will put in the newsletter. Jim F. will research prices of metal t-posts to determine if the board wants to provide them for home owners to mark shut-offs. Follow up at next meeting.
8. List of to-do's in prep of public hearing June 13th. NRCC community room is reserved. All other items will be discussed at executive session.

Next Meeting: EXECUTIVE SESSION TO DISCUSS THE SAME TOPICS AS TODAY'S EXECUTIVE SESSION. MEETING TO BE HELD ON TUESDAY, MAY 17TH AT 5:00PM AT KT LAW.

Meeting adjourned at 7:20PM **by** Jim Hillman

Minutes recorded by Jackie Johnson

Board Minutes approved: July 11, 2016